PORTLAND PARKS AND RECREATION

Pioneer Courthouse Square Renovation Project Project Advisory Committee Meeting #1 Lovejoy Room, City Hall; Friday, December 18, 2015

PAC Members Present: Stephen Schneider (Immediate Past President, PCS Board); Don Athey (Senior Facilities Manager, PP&R); Cathy Cicero (Facilities Service Manager, Starbucks); Harriet Cormack (PCS Board, Facilities Committee Chair); Carmen Rubio (PCS Board; Executive Director, Latino Network); Christine Fuller (Fuller Events, Event & Operations Manager); Tom Gonsiewski (Customer Assistance Office Manager, Tri-Met); Jeri Jenkins (Manager, Portland Mall Management, Inc.); and Julie Vigeland (Portland Parks Board)

PAC Members Absent: Susan Palmer (Travel Portland) and Shannon Clark-Williams (Macy's)

Project Team & Staff: Lindsay Clute (PCS); Tom Fuller (SOJ); Lauren McGuire (PP&R); Ashley Brittner (PCS); Theresa Vetsch-Sandoval (PCS); Jeff Yrazabal (SRG); Jason Karam (SRG); and Doug Macy (Walker Macy)

Lauren McGuire, PP&R Capital Projects Team Manager and PCS Renovation Project Manager called the meeting to order and briefly talked about what we are looking for from the series of meetings, and she covered the Ground Rules. She asked the participants to introduce themselves, to talk about their relationship to the Square, and to tell the group how they use the Square.

Lauren set up the purpose of the meeting by using an excellent PowerPoint presentation to cover:

- Why are we here today?
- Ground Rules.
- Introductions of Key People:
 - o Lauren: covered her role within PP&R and more specifically for the PCS Renovation Project
 - Jeff: talked about SRG and how excited they were to be working on the Project; explained their offices overlook the Square
 - o Tom F.: talked about Roger Shiels being the original Project Manager for the Square and the long time involvement of SOJ with the Square
 - Doug: talked about Walker Macy and the fact he is the only living member of the original design team
- Introductions of PAC Members, Project Team and Staff:
 - Harriet: keep patient alive and healthy during surgery
 - Stephen: the Square is a vehicle for building community; the Board raised most of the money for the successful Bond campaign
 - Carmen: the public involvement process is very important to ensure all communities have access; involvement of the Latino community and ensuring the Square's programming has minimal interruption
 - o Cathy: she and Starbucks have experienced a lot over the years they have occupied their space
 - Jeri: she is the Manager for Portland Mall Management, Inc., and as such has a vested interest in seeing the Square continue to be successful
 - Jason: part of the SRG team
 - Tom G.: Remembers when Artquake was at the Square; has been the Tri-Met Customer Service
 Office Manager for 12 years; this is his "house"; it needs to be a place where people are
 comfortable and safe

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- Christine: Fuller Productions; nuts and bolts of usability; accessible living room
- o Theresa: Director of Marketing for the Square
- o Ashley: Administrative Manager for the Square
- Lindsay: Event Director for the Square
- o Don: very happy that we can finally begin to truly fix things on the Square
- Julie: member of the Parks Board and Parks Foundation

Lauren continued with her presentation:

- Expectations
- Project Purpose and Status: the purpose for the Project is renewal and repair, not redesign
- Vision How do we measure success?

Lauren went on to explain the primary roles for the PAC are to:

- Represent the community;
- Represent us to the community; and
- Let us know what events we should be at.

Lauren talked about the fact PP&R is running the Project and that its Director has the final say and makes all final decisions. She also talked about the role of the Parks Replacement Bond and the role of Pioneer Courthouse Square.

Tom Fuller then made a brief presentation about the Project; he covered the following topics:

- Current Players
- Current Project Status
- Project Parameters
 - Bond Scope of Work
 - Budget
 - o Schedule
 - Current Activities
- Discussion / Feedback

Lauren and the PAC members had a brief discussion about the PAC vision and goals. Lauren told the PAC we would provide them with a link to the documents that provide historical background, and that will include the working design and construction documents as they are developed. A question was asked about membership of the Bond Oversight Committee; we will get a list of the membership to the PAC.

Lauren reminded the group the first Open House will be Tuesday, January 12, 2016 in the Theater on the Square from 4:30 to 6:30 p.m.; she asked that all of the PAC join us for the meeting.

There being no further business the meeting adjourned shortly after 3;30 p.m.